

BOARD OF DIRECTORS MEETING  
Lower Umpqua Hospital District (LUHD)  
Wednesday, December 7, 2022 - 7:30 a.m.  
Via Conference Call  
Call Ext. 1320 from inside the district - or -  
541-271-2110 from outside the district  
**Pin code - 643513 - Pin code**  
MINUTES

Those Board Members in attendance include Ron Kreskey, president, Lee Bridge, Cheryl Young, Karen Bedard, and Tamara Szalewski (phone).

Others in attendance include: John Chivers, Dr. Jason Sargent, Julia Floyd, Jennifer Green, Mary Chambers, Tonya Galliher, UFCW 555 representative, and Jamie Swafford.

Those employees and members of the public attending by phone include: Svetlana (Lana) Melnik, Sheri Aasen, and Rio McGee.

I. CALL TO ORDER & INTRODUCTION

- A. Tonya Galliher introduced herself to the board as a representative of UFCW 555. She reported that employee morale has improved over the recent months. Employees especially express appreciation for the events and activities. They suggest that competitive activities help build teams.

II. VISITOR'S AGENDA – No visitors.

III. CONSENT AGENDA

- A. Approval of the December 7, 2022 meeting Agenda.  
B. Approval of the Board of Directors meeting minutes dated October 26, 2022  
C. Approval of November/December 2022 expenditures and authorization to set aside for December 2022/January 2023 expenditures  
D. Approval of the September 29, 2022 P&T Committee Minutes  
E. Approval of the October 18, 2022 Grievance Committee minutes  
F. Approval of the October 5, 2022 Comprehensive Quality Council minutes  
G. Medical Staff privileges:

1. Benjamin Jones, MD- Courtesy- Emergency Medicine- December 7, 2022- January 31, 2024
2. Robert Jacques, MD- Courtesy- Leave of Absence- August 15, 2022- December 5, 2022

*Files are available with the Medical Staff Coordinator for review.*

“Meet and greet” was misspelled as “meet and great” on page 3 of the minutes. After discussion, **Lee Bridge moved to approve the Consent Agenda with the listed correction. Cheryl Young seconded the motion and it passed unanimously. (5-0)**

IV. NEW BUSINESS

- A. Request to Dispose of Assets  
1. Pharmacy Air Flow Hood

After discussion, and some suggestions for disposal of the equipment, **Karen Bedard moved to declare the Pharmacy Air Flow Hood**

**surplus property. Cheryl Young seconded the motion and it passed unanimously. (5-0)**

B. Capital Request

1. Omnicell

John Chivers reported that one Omnicell was budgeted for purchase this fiscal year. The company has informed the District that it takes 6 to 8 months for delivery, after the equipment is ordered. The District proposes to order two units to be placed in the surgical wing. One will be paid for during this fiscal year and the other next year. The Operating Rooms and Post-Anesthesia Care Unit currently use auto dispenser carts with drawers. The District needs more secure methods for holding and dispensing medications. After discussion, **Cheryl Young moved to purchase the two Omnicell units. Lee Bridge seconded the motion and it passed unanimously. (5-0)**

V. REPORTS & PRESENTATIONS

A. Quality/Risk Report – Julia Floyd

- The Comprehensive Quality Committee met in November. There were 36 incidents. Medication, Compliance and Lab issues were higher than usual. A Medication Documentation Process Improvement program has been instituted.
- There were five grievances. All were resolved.

B. Nursing Services Report – Jennifer Green

- Jennifer reported that a night shift locum nurse was engaged to cover a staff shortage.
- Svetlana (Lana) Melnik, Director of Pharmacy, Retail and In-Patient, was introduced to the board by phone.
- Nursing is working on an antimicrobial stewardship with Pharmacy.
- The former PFT room has been converted into an Emergency Department patient room. PFT has been moved to Room 113. The District received a grant to help pay for the needed oxygen installation for this move.
- The District received two underbody warmers due to the cold water drowning last year. They are a more effective way to heat a person after being chilled.
- Incidences of 'flu are on the uptick. The version going around this year is more serious than recent years.
- RSV is rapidly spreading throughout Oregon, Washington, California and Idaho.

C. Recruitment Update

- Three CRNA candidates are being considered.
- Three provider candidates have expressed interest in joining the Medical Staff.
- Two CFO candidates will be in Reedsport for a site visit next week.
- Three candidates for the executive assistant position are being interviewed. One will meet with the board today in executive session.

#### D. Medical Staff – Dr. Jason Sargent

- At the November 18, 2022 Medical Staff Meeting, the Medical Staff unanimously agreed that the current Medical Staff Officers should remain in their roles for another 1-year term. Officers are as follows:
  - 1) Chief of Staff: Jason Sargent, DO
  - 2) Vice Chief of Staff: Philip Keizer, MD
  - 3) Secretary/Treasurer: Kenneth Lawson, MD/Gregory Shank, MD
- Question regarding incapacitated persons alone at home. Does the District have a program to check in on them? Dr. Sargent reported that Care Coordinator, Dave Wilmarth, checks in by phone and offers the patients information about resources and services available to them.
- The Reedsport area has very limited resources. Most Douglas County services were moved to Roseburg several years ago. Steve Larouche retired from DC Senior Services and hasn't been replaced.
- Dr. Jacques is returning to Dunes Family Health Care and is interested in providing care coordination. He may be able to work with home bound patients.
- Christine Dotson, NP, is ramping up and doing well.
- Dr. Sargent expressed appreciation for the holiday events. They are helping improve employee morale.

#### E. Planning Committee – Karen Bedard

- Nothing to add to the minutes.

#### F. Finance Committee – Leon Bridge

- Nothing to add to the minutes.

#### G. Financials – John Chivers

- John reported three areas to pursue growth:
  - 1) Jennifer Green will spearhead growing the Swing Bed Program.
  - 2) The CFO will work toward developing Hospice and Palliative Care.
  - 3) John Chivers will work to develop clinical services.
- October was a low revenue month. In the past, November has always been the worst month. November is looking very good this year. December is also starting out with high revenue.
- October showed a loss of \$800,000.
- John Chivers met with representatives of Umpqua Bank and will continue to dialog with them as the year progresses.

#### H. Administration – John Chivers

- Benchmarking numbers were sent to the National Association of Rural Health Clinics. They sent results through 2020, which is not helpful since that was an exceptional year due to COVID-19.
- John has applied for a CEO Certification course. It lasts nine months. The \$9,000 tuition was paid by scholarship. Jennifer Green took the CNO Certification course last year.
- An entity attempted a computer system attack. Everything worked as planned and the attack failed.

- The District is hosting an employee holiday party on December 16<sup>th</sup>. The board members are invited to attend and bring a guest.
- Question – the recently passed Measure 111 makes health care a right. How will that impact the District? The impact is unknown at this time – the District already serves people who can't or won't pay for service.
- Concern was expressed that this could become an unfunded mandate that will fall onto the District, which can ill afford it.
- Gingerbread houses are displayed upstairs. There has been lots of employee involvement in recent events.
- The Board expressed appreciation for the employee newsletter.
- Rio McGee is working on the next community newsletter that's planned for distribution December 22<sup>nd</sup>.

VI. **EXECUTIVE SESSION Board President, Ron Kreskey, adjourned the regular board meeting at 8:20 am and called the Executive Session into order at 8:22 am.**

192.660. (1) ORS 192.610 to 192.690 do not prevent the governing body of a public body from holding executive session during a regular, special or emergency meeting, after the presiding officer has identified the authorization under ORS 192.610 to 192.690 for holding the executive session.

(2) The governing body of a public body may hold an executive session:

(a) To consider the employment of a public officer, employee, staff member or individual agent.

(f) To consider information or records that are exempt by law from public inspection.

VII. **RETURN TO REGULAR SESSION AND POSSIBLE ACTION BY THE BOARD Board President, Ron Kreskey, adjourned the Executive Session at 9:55 am and called the Regular Session back into order.**

After discussion, **Lee Bridge moved to approve the letter of agreement between the District and CEO, John Chivers. Karen Bedard seconded the motion and it passed unanimously. (5-0)**

ADJOURNMENT

The meeting was adjourned at 10:00 am.

APPROVED THIS 25th day of JANUARY 2023

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Ronald Kreskey, President

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Leon Bridge, Secretary